



**Town of Arlington, Massachusetts**  
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## **Library Trustees Minutes 12-16-2002**

**Robbins Library Board of Trustees**  
December 16, 2002

### Call to Order

Ms. Radochia called the meeting to order at 7:35 PM. Attending were trustees David Castiglioni, Patricia Deal, Katharine Fennelly, Barbara Muldoon, Frank Murphy, Joyce Radochia and Susan Ruderman. Also attending were library director Maryellen Loud and assistant director Cynthia Diminture.

### Approval of Minutes

The minutes of the November 12<sup>th</sup> minutes were approved as written on a motion by Ms. Ruderman; seconded by Mr. Murphy.

### FY04 Budget

Ms. Loud apprised the trustees of the budget situation for FY2004. Ms. Loud discussed possible areas for budget cuts that she will present to the Town Manager. Frank Murphy, Katharine Fennelly and Barbara Muldoon agreed to serve on a Trustee Budget Sub-Committee to facilitate a flow of information between the director and the trustee board.

### Meeting Room

Discussion took place about the possibility of charging fees for meeting room usage. Ms. Loud had polled several other libraries about their policies.

### Communications

1.A letter was received from Catherine King regarding program suggestions and a variety of other topics. These will be reviewed by the trustees at the next meeting. 2.A thank-you note was received from the staff for the nice Staff Appreciation Luncheon funded by the trustee board. 3.A letter was received from James McGough thanking Ms. Loud and the board for allowing the Cyrus E. Dallin Committee to use the library Reading Room for their reception.

### Russell Fund Budget

Ms. Fennelly moved to transfer \$750 in unused funds from the allotment for sign language interpreters to the program budget line; seconded by Ms. Ruderman. Passed unanimously.

### Legislative Update

A library bond bill has been filed by Representative Carol Donovan (Woburn) to restore some money that had been cut from library funding, such as tele-communications and database funding. Ms. Loud will continue to update the board on legislative matters.

### Friends of the Library Update

Ms. Diminture updated the board on the activities of the Friends of the Library. The Friends' annual book sale on Town Day was the most successful ever. The ongoing book sale also continues to be popular. There was a full audience for the October program featuring Michael Tougias. Plans are underway for a program of Irish music and history at the end of January. A genealogy program(s) may take place in March. The murder mystery fundraiser has been tabled, but the Friends board would like to pursue some type of fundraising event.

### Fundraising

Responses to the trustee fundraising solicitation have been arriving, but there is no tally yet. A discussion took place about sending the appeal letter to the Friends of the Library membership.

### Robbins Print Collection

A price quote of \$10,063 was received from the Tucker Company to build cabinets and countertop in the Conference Room to house the prints. The board viewed the Conference Room and requested that Ms. Loud investigate decreasing the depth of the cabinets. A new bin for circulating art prints will be obtained at a cost of \$825.

### Adjournment

The meeting was adjourned at 10 PM on a motion by Mr. Murphy; seconded by Ms. Fennelly. The next meeting will be held on Tuesday, January 14<sup>th</sup> at 7:30 PM.

Respectfully submitted,

Cynthia Diminture